

# Author Instructions for AIP Conference Proceedings Manuscripts

Space Technology and Applications International Forum - 2007  
Albuquerque, New Mexico, USA  
February 11-15, 2007

*Draft manuscripts are due by  
August 1, 2006*

*Final manuscripts are due by  
October 1, 2006*



Melville, New York, May 2006  
AIP CONFERENCE PROCEEDINGS

## SUBMITTING YOUR MANUSCRIPT

Please use this checklist to prepare your manuscript submission to the STAIF-2007 proceedings. ALL PAPERS AND FORMS ARE TO BE SENT OR EMAILED DIRECTLY TO THE CONTACTS LISTED BELOW, NOT AIP.

- Send an electronic file of your manuscript to your Volume Editor, Mohamed S. El-Genk (not AIP) at [isnps@unm.edu](mailto:isnps@unm.edu). An MS Word doc is the preferred submission file format. (PDF files created from original Word doc files may be accepted, but are problematic when changes are needed during the final editing stages, as new versions of the file will be required from the author each time there is a change.) If the transmission comes through without conversion problems, it will be accepted in that form. If not, a quality laser print-out will be required by mail.

Double check everything on the original manuscript to be submitted against the instructions in this booklet, such as

- Did you embed all fonts when saving your file?
- Have you double-checked your numbering of all figures, tables, and equations?
- Is your manuscript single-spaced and in Times Roman font?
- Does each page fit inside the allowed dimensions?

In addition, if you have used MS Word's "Track Changes" function, please go through the manuscript and choose to accept or delete your changes and comments, then turn off "Track Changes." Leaving this function active often produces problems with the final camera ready copy.

- Enclose an abstract page for abstract book, prepared according to instructions shown separately on the STAIF home page. This is limited to one 5 ½ x 8 ½ inch page that can vary from the manuscript. This is due no later than October 1, 2006.
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- List in your cover letter (or e-mail) items that need special attention.
- Keep copies of all these items for your reference.
- Enclose STAIF Registration form. This must be received by ISNPS before your manuscript is released to the publisher.

## ANSWERS TO QUESTIONS

All applicable AIP and STAIF guidelines are available only on the STAIF home page. Templates, prepared in MS Word are also available for use in preparing your manuscript for the proceedings and your final abstract for the abstract book. All manuscripts are reviewed for format compliance. For additional questions, contact the Volume Editor:

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### **Actual Examples of the Formatting in this Style Guide Follow the Written Instructions Below**

**For general information about the AIP Conference Proceedings Program and about other published titles consult our website as follows: <http://proceedings.aip.org/proceedings>**

## SPECIFICATIONS

Use either standard letter size 8.5 x 11 inch paper (in North America) or standard A4 210 mm x 296 mm paper. Print on one side only of good quality white paper using a laser printer with at least 300 dpi resolution. If an electronic file is sent, ISNPS will print the paper on letter size paper.

### **Format and Text Area**

The text area covered by your writing is prescribed here and has to be followed exactly, while the margins vary depending on the stationery used. Adjust your margins accordingly. It is recommended that you test print your file using more than one computer/printer to make certain the margins print correctly. The published book will have a finished “trim” size of 8.5 x 11 inches (216 x 280 mm). On every page the printed area will measure:

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## Footnotes

**Do not use footnotes. (Do not use headers or footers either.)**

## Fonts, Layout, and Other Specifications

**Fonts:** Use **Times Roman** throughout the paper. Set the body of the paper in 10 point size. Different sizes are used for the various headings, and for captions and the references section (see below).

**Spacing: Single space.** Check your system for handling superscripts and subscripts. If necessary, insert an extra half space to accommodate super- and subscripts.

**Justification: Type should be fully justified.** Fully justifying your text means that paragraphs should be aligned on both the left and right sides, flush with the margins.

## TITLE, AUTHORS, AFFILIATIONS

**Title of paper:** 18 point size, bold, cap/lower case, centered; use capitalization rules for headline style (title case), i.e., nouns, pronouns, adjectives, verbs, adverbs, and subordinating conjunctions (if, because, as, that, etc.) are capitalized. Articles (a, an, the), coordinating conjunctions (and, but, or, for, nor), and prepositions, regardless of length, are lowercased. Place the title 3/4 inch (20 mm) below the top margin of the typing area (i.e., for U.S. letter-size paper, approx. 1 3/4 inches from the top edge of the paper, first page only). Leave one blank line of space (18 point) below the title line. Use the full title of the paper. Please look at the sample on page 10.

**Author(s) of the paper:** 14 point size, cap/lower case, centered. Leave one blank line of space (18 point) below the author names. Include all author names in full. Take care with spelling of coauthor names and initials.

**Author Affiliation, Telephone, and Email:** 10 point size, italic, cap/lower case, centered. Include only the lead author's phone (required) and fax number (optional), and email (required) at bottom of affiliations block. Show affiliations and **complete addresses**, including postal or zip codes. If more than one affiliation, relate each name to the affiliation by use of a superscripted number. Add a superscripted letter if the author is affiliated with more than one department within the same institution (see sample on page 10). You do not need to superscript authors if all authors have the same affiliation and address. Leave one blank line (18 point) below the author addresses.

## ABSTRACT

**Abstract:** Use 9 point size, fully justified, and indent the text on both the left and right sides, 2 spaces in from the margins. **Your abstract should be one paragraph only.** Leave two blank lines (9 point each) below the abstract.

**There must be an abstract**, usually between 50 and 250 words long. All papers in AIP Proceedings are listed by various abstracting services and databases with complete abstracts. Begin the abstract with the word "**Abstract.**" followed by a period in bold font. Continue with normal font.

## KEYWORDS AND PACS CODES

Please supply keywords and PACS codes for your article.

**Keywords** should describe the main topics of the research reported in the article, with 3-8 keywords typically being sufficient. Very general terms are not necessary (e.g., "physics" or "astronomy"); keywords should instead describe specific topics and thus help someone searching for articles in these subject areas.

**PACS** is a hierarchical scheme for categorizing physics and astronomy research articles. There are 4 levels to the hierarchy; generally the most-specific possible PACS codes should be chosen, but the higher-level terms must also be consistent with the subject of the article. Typically 2-4 terms are sufficient to describe the most important topics covered by an article. More specific instructions and the scheme itself may be found at AIP's PACS website (<http://www.aip.org/pacs>).

**Formatting Keywords and PACS:** Use 9pt size type, and indent the same 2 spaces on left and right as with the abstract. Format as shown in the example below. Please notice that both the Keywords and PACS lines end with a period and that all entries should be in regular font (not bold).

**Keywords:** Space reactor, spectral shift absorbers, operating lifetime, temperature reactivity feedback.

**PACS:** 28, 28.41-I, 28.41.Ak.

## HEADINGS

Format the headings in your paper according to the sample paper on pages 10 and 11. Leave 2 lines of space (10 point each) above the head and 1 line of space (10 point) below. **At least one paragraph of text must be included between headings.**

### FIRST-LEVEL HEADING

Use 12 point size, bold, all caps, centered

### Second-Level Heading

Use 12 point size, bold, cap/lower case, centered

### *Third-Level Heading*

Use 10 point size, italic, cap/lower case, centered

## BODY OF PAPER

**Body Text:** Use 10 point font size for text.

Use headings and subheadings as needed. When making up pages, make sure to stay within the allowed area. Avoid large blank areas within the text area. **Do not leave extra space at the bottom of a page** because a figure is too large to fit on that page. Instead, try moving up the next couple of paragraphs or lines of text from a section below the figure to fill in the gap.

## EQUATIONS

Use 10 point font size for equations, the same font size as the text.

Make your equations are clear and legible, centered, with a 10 point space above and below. Place each equation on a separate line and number equations sequentially. Enclose the equation number in parentheses, and place it flush with the right-hand margin. Equation (1) is an example of a one-line equation.

$$\frac{d[F_1]}{d\omega_2} = SAm_2 \cos \omega, \quad \frac{d[F_1]}{d\omega_3} = SAm_3 \cos \omega. \quad (1)$$

Equation (2) shows how to format a two-line equation.

$$\begin{aligned} \frac{d^2 \xi}{dt^2} - 2n \frac{d\eta}{dt} &= \frac{dV}{d\xi} n^2 \xi, \\ \frac{d^2 \eta}{dt^2} - 2n \frac{d\xi}{dt} &= \frac{dV}{d\eta} n^2 \eta. \end{aligned} \quad (2)$$

## SYMBOLS AND ACRONYMS

Refer to the American Institute of Physics (AIP) Style Manual for standard symbols and unit abbreviations. You may download the Fourth Edition free of charge from <http://www.aip.org>, click on the link for *Author Information* and select the *AIP Style Manual*, or follow this link <http://www.aip.org/pubservs/style.html>.

## TABLES

**Table captions:** Use 9 point size.

Table number and title are **set above the table, flush with the left-hand edge of the table**. Type the word “**TABLE 1.**” in bold caps followed by a period, and type the caption in Times Roman, cap/lowercase, headline style (title case, see page 10, title of paper for capitalization rules). If table caption is not a complete sentence, capitalize key words in caption.

**Tables should be included within the text, close to where they are first cited, not at the end of the paper following the reference section.** Be sure that the data are concisely presented and that any abbreviations used are defined. Number tables sequentially in the text with whole Arabic numerals, (i.e. 1, 2, 3. Not 1.1, 1.2, 1.3). Center the table in the width of the text area. Set the table column heads in **bold, cap/lowercase**. All variables listed in a table should be followed by the units in SI system in parentheses. Table titles should clearly express the content of the table and should be followed by a period. Table 1 on page 10 illustrates correct formatting for a table.

**Wide tables:** If a table is wider than the page, turn the table on the page (broadside) so the top of the table is on the left side of the page. Do not add text to a page containing a broadside table.

## FIGURES

**Figure captions:** Use 9 point size, Times Roman font. Type the word “**FIGURE 1.**” in bold caps including a period, then set the legend in Times Roman cap/lowercase, headline style (title case, see page 10, title of paper, for capitalization rules). Clearly label your figures and number them consecutively. Each illustration must include a caption which clearly and succinctly explains its content. Position the caption ¼ inch (6 mm) **below** the artwork. Captions should **not** be indented. If the caption runs shorter than the full width of the figure, center it beneath the figure. If the caption runs longer than the full width of the figure, allow the caption to wrap to the next line and left align it rather than centering it. Avoid lengthy captions. Instead, shorten them and include the extra information in the body of the paper. Every caption, no matter how brief, should end with a period.

For both line drawings and photographs, the legibility of the illustrations is vital. (**Do not enclose figures in a frame or border.**) Cite all figures in the text with Arabic numerals by saying “Fig. 1” or Figure 1, for example. **Place the figures as close as possible to their first mention in the text at the top or bottom of the page** with the figure caption positioned below. Figures must be included in the main text and may not follow the Reference

section. If more than one figure will share a caption, include a single caption below each figure with a letter in parentheses (bold, lower case, 9 pt), and the caption in normal font. See example on page 11.

If a figure depicts an object with multiple parts, label each part clearly using type that is large enough to be legible.

If you are inserting a chart as a figure, the background of the plot area should be white, not gray or some other color. Include SI units, if applicable. Avoid color charts with subtle shadings of color, as they generally do not print well in the hardbound black and white version of the proceedings.

If the figure is taken from some other publication, you may have to get written permission. See page 12.

## COLOR FIGURES

Aside from the CD-ROM of the proceedings distributed at the conference, AIP will also produce printed proceedings. Color figures may be included on the CD-ROM at no additional charge. However, **all color figures will be printed in black-and-white in the book unless you make arrangements with AIP for color printing.** Some color figures can be printed in black-and-white, but generally only with some loss of information. If your color figures are to be printed in black-and-white, **check your figure legends carefully, remove any mentioning of color** and provide a separate set of black-and-white figures, if necessary.

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## NOMENCLATURE

Unless the paper contains only a few variables which are defined in the text, a nomenclature section should be placed before the Acknowledgments section. Set the word “Nomenclature” as a first-level head (12 pt). All variables in this section should be defined followed by **the appropriate SI units** in parentheses. Align all entries on “=”. See sample page 11 for an example.

## ACKNOWLEDGMENTS

**Acknowledgments:** Use 10 point size.

Acknowledgments should be positioned at the end of the paper and before the reference section. Set the word “**ACKNOWLEDGMENTS**” as a first-level heading (12 point size, bold, all caps). Notice the spelling. We are not using an “E” after the “G” for consistency within the proceedings.

## REFERENCES

**In-text Citations:** When referring to literature citations within the text, the authors’ names must be used. Numbered citations are not acceptable. List the first author’s last name and year in parentheses (Brown, 2003). If the authors’ names are part of the sentence, then only the year is in parentheses, such as “Brown (2003) discovered that...” All authors must be listed up to a total of three, i.e. (Brown, Austin, and Gormley, 2004). Only when a reference has more than three authors may “et al.” be used. When citing more than one reference within a set of parentheses, separate each one with a semi-colon, i.e. (Farley and Smith, 1999; Twist, 2005).

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Last name(s) and initial(s) of authors, *book title* (in italics), publisher, place of publication, year, chapter or inclusive page numbers:

Austin, K., and Brown, M.P., *The New Physique*, Publisher, London, 2003, pp. 25-30.

Wang, R.T., “Title of the Paper,” in *Classic Physiques*, edited by R.B. Hamil, Publisher, New York, 2003, pp. 212-213.

**For a reference to a journal:**

Last name(s) and initial(s) of authors, “Title of Article,” *Name of Journal* (in italics), **vol. number** (bold), inclusive page numbers, year in parentheses:

Brown, M.P., and Austin, K., “Article Title,” *Appl. Phys. Letters* **80**, 2503-2504 (2002).

**For a reference to a paper presented at a conference and published in proceedings:**

Last name(s) and initial(s) of authors, “Title of Paper,” in *Title of Proceedings* (in italics), edited by editor name, publisher and series number, place of publication, year, inclusive page numbers:

Smith, C. D., and Jones, E. F., “Load-Cycling in Cubic Press,” in *Shock Compression of Condensed Matter-2001*, edited by M. D. Furnish et al., AIP Conference Proceedings 620, Melville, New York, 2002, pp. 651-654.

If the referenced paper is in the same proceedings, use the following format:

El-Genk, M. S., and Saber, H. H., “Cascaded Thermoelectric Conversion Advanced Radioisotope Power Systems (CTC-ARPSs),” in these proceedings of *Space Technology and Applications International Forum (STAIF-07)*, edited by M. S. El-Genk, American Institute of Physics, Melville, New York, 2007.

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Last name(s), Initials of author(s)., *Report Title* (in italics), report number, publisher, publisher’s city, state, year of publication.

Mason, L.S. *A Comparison of Brayton and Stirling Space Nuclear Power Systems for Power Levels from 1 Kilowatt to 10 Megawatts*, NASA/TM 2001-210593, NASA Glenn Research Center, Cleveland, OH, 2001.

**For a reference from the internet:**

An author and/or hosting organization **must** be listed. Give the Authors’ last name and initials (and/or hosting organization name), “Title of Website or Document” in quotations, capitalizing all key words followed by the date of the website or document in parentheses. Next, include the URL to the document or website, followed by the date the site was accessed.

Burka, L. P., “A Hypertext History of Multi-User Dimensions,” (1993), <http://www.utopia.com/talent/lpb/muddex/essey.html>, accessed February 3, 2003.

Godfroy, T., Ring, P., Patton, B., Houts, M., Pederson, K., NASA Marshall Space Flight Center, “Mechanism to Ensure Safety of Fission System during Launch,” (2001), <http://std.msfc.nasa.gov/sciresearch/staif.pdf>, accessed April 8, 2001.

## Examples of Styles Discussed in this Style Guide

For first page only, start title ¾” below top margin (usually a total of 1 ¾”)

### Physics and Cosmology in the New Millennium (18 point)

Steven R. Smith<sup>1a</sup>, George M. Brown<sup>2,3</sup>, and Jane S. Bond<sup>1b</sup> (14 point)

<sup>1a</sup>*Department of Astronomy, and* <sup>1b</sup>*Department of Physics, NASA Goddard Space Flight Center, Greenbelt, MD 20771, USA*

<sup>2</sup>*Department of Physics, Max-Planck-Institut für Physik, Seestrasse 3, 85748 Garching, Germany*

<sup>3</sup>*Department of Astronomy, University of Rome “La Sapienza”, Via della Ricerca Scientifica, 00173 Rome, Italy*

<sup>1a</sup>*Lead author’s telephone, fax (optional), e-mail (10 point, italic)*

**Abstract.** (9 point) Each paper must include an abstract. Begin the abstract with the word “Abstract” followed by a period in bold font. Continue with normal font. Abstract is one paragraph only.

**Keywords:** Enter Keywords here.

**PACS:** Replace this text with PACS numbers; choose from this list: <http://www.aip.org/pacs/index.html>

### FIRST LEVEL HEADING (12 POINT, BOLD, ALL CAPS, CENTERED)

This is the standard font and layout for the individual paragraphs. Use 10 point Times Roman font for text. Your manuscript must be accompanied by an AIP Transfer of Copyright Agreement (available on the STAIF web page), completed and signed by at least one author. Please note this form is very similar to one used for publishing a paper in any one of several AIP journals (Brown, 2002a). The authors retain significant rights, as indicated on the form. The form also accommodates various special situations, e.g., U.S. government employment or “works for hire.” No paper will be published in the proceedings without a signed and completed copyright form (Brown, 2002b).

### Second Level Heading (12 Point, Bold, Cap/Lower Case, Centered)

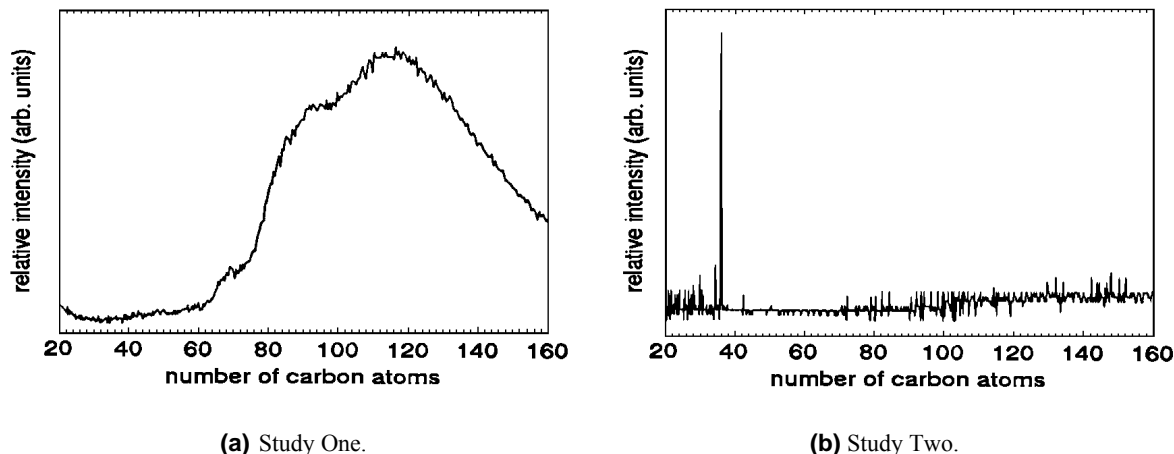
This is the standard font and layout for the individual paragraphs. See Table 1. Use 10 point Times Roman font for text. Equation (1) is placed here as an example:

$$\frac{d[F_1]}{d\omega_2} = SAm_2 \cos \omega, \quad \frac{d[F_1]}{d\omega_3} = SAm_3 \cos \omega. \quad (1)$$

**TABLE 1.** This is an Example of a Table Caption, Left-Aligned with Table.

Column Header Goes Here	Column Header Goes Here	Column Header Goes Here	Column Header Goes Here
Row Name Goes Here	x	x	x
Row Name Goes Here	x	x	x
Row Name Goes Here	x	x	x

Figure and table captions. Use 9 point size, Times Roman font. Type the word “FIGURE 1.” in bold caps including a period, set the legend in Times Roman, Cap/lowercase, headline style. Clearly label your figures and number them consecutively. Each illustration must include a caption which clearly and succinctly explains its content. Position the caption ¼ inch (6 mm) below the artwork. The caption should be the full width of the text area; if the caption runs shorter than the width, center the caption. The caption should end with a period. (Wang, 2003). See Fig. 1.



**FIGURE 1.** Use 9 Point, Times Roman Font for Figure Captions.

*Third Level Heading (10 Point, Italic, Cap/Lower Case, Centered)*

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## CONCLUSION

Please have a conclusion/summary section at the end of your paper. If a nomenclature section is needed, it will follow the conclusion section.

## NOMENCLATURE

$\epsilon$  = efficiency of RF signal power conversion  
 $F$  = view factor, sun/earth/space to front and/or back of antenna  
 $L$  = length (m)  
 $t$  = time (s)  
 $T$  = temperature (K)  
 $X$  = distance (m) Continue as necessary...

## ACKNOWLEDGMENTS

This is sample text for an acknowledgment section. For consistency within all papers, please spell "acknowledgments" as shown here.

## REFERENCES

- Brown, M. P., and Austin, K., *The New Physique*, Publisher, London, 2002a, pp. 25-30.  
 Brown, M. P., and Austin, K., "Article Title," *Appl. Phys. Letters* **80**, 2503-2504 (2002b).  
 Wang, R.T., "Title of Chapter," in *Classic Physiques*, edited by R. B. Hamil, Publisher, New York, 2002, pp. 212-213.  
 Garner, C. E., Layman, W., Gavit, S. A, and Knowles, T., "A Solar Sail Design for a Mission to the Near Interstellar Medium," in proceedings of *Space Technology and Applications International Forum (STAIF 2004)*, edited by M. S. El-Genk, AIP Conference Proceedings 699, Melville, New York, 2004, pp. 651-654.

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